

**FY 2006-2007 Annual Program Performance Measures**  
**DEPARTMENT: MICHIGAN DEPARTMENT OF LABOR AND ECONOMIC GROWTH**  
**APPROPRIATION UNIT: PROGRAM: Policy & Legislative Affairs**

**TIMELINE:** October 1, 2006 through September 30, 2007

**PROGRAM MISSION STATEMENT (Customer-Focus Direction)**

The Office of Policy and Legislative Affairs (Legislative, Rules, and Energy Office) strives to reduce unnecessary rules and regulations, strengthen policies and laws relating to consumer economic activity and workforce improvement, and assist consumers to enhance Michigan's economy and quality of life.

**PROGRAM STATEMENT**

Policy and Legislative Affairs consists of 2 divisions working together as a cohesive team to provide outstanding support services to our customers: Policy and Legislative Affairs and The Energy Office. The Office of Policy and Legislative Affairs and the Energy Office provide services both to internal customers and external customers, by providing assistance with legislation, bill analysis, attendance at legislative sessions and committee meetings, administrative rules promulgation, and promoting energy conservation and alternative energy options within state government and for external customers.

**FUND SOURCE:**

Federal Funds

State Restricted Funds (Federal Match only)

General Fund/General Purpose Funds

**LEGAL BASIS:**

1969 PA 306, 1972 PA 286, 1968 PA 191,

**CUSTOMER IDENTIFICATION:**

Customers - Legislature; Director's Office, Governor's Office, Management and program staff from the Bureaus and Agencies of DLEG; lobbyists and associations, schools, colleges, universities, local governments, small business and non-profit organizations and residents of the State of Michigan

Stakeholders - Governors Office; citizens of the State of Michigan

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**CRITICAL GOALS/MAJOR OBJECTIVES**

*Program Goals:*

**GOAL 1 Coordinate DLEG 2007 Legislative Program**

**OPLA uses a collaborative process with DLEG and Legislative stakeholders to encourage economic and workforce development.**

**Overall Goal Status:**   Green

The Office provides technical expertise to bureaus and agencies within DLEG to establish legislative priorities and work with the Legislature to revise and introduce programs and related statutes. In the current legislative session, we are currently working on DLEG's top priorities.

- The Deaf Interpreter's Act was signed by the Governor, and we are working on administrative rules to fully implement the act.
- SUTA Dumping legislation is being drafted.
- Cemetery Regulation improvements have been submitted to the sponsor for introduction of a bill.
- Department Legislative Plan was provided timely.
- 2006 and 2007 Red Tape Legislation Reports were submitted as required.

In addition, the office worked with lobbyists, legislative staff, program staff and the Governor's office on a multitude of proposed and introduced bills affecting our department and other departments.

- More than 480 bills were introduced in the legislature and assigned to DLEG or an agency of DLEG as the lead agency. We also work with other departments on bills that affect us.
- Staff provide department positions and attended committee hearings for bills affecting the agency.
- 33 bills were enacted into law or approved by the legislature during the calendar year.
- The legislative liaison works with program staff to provide testimony draft bill summaries. When bills are enrolled, the office drafts bill analysis of enrolled bills for the Governor's review. These are posted on our website for public review as well.

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**GOAL 2**

**Provide value-added assistance to the bureau and agency regulatory liaisons in promulgating administrative rules**

**Overall Goal Status:**  Green


**Comment:** Ongoing.

Together with DLEG bureaus and agencies, this office

- Filed new requests for 22 rule revisions or new rules, based upon statutory authority.
- Filed 31 rules during FY 2007.
- Worked on 81 different rulesets during the period.
- The average time to shepherd rules through the process was 333 days, ranging from 34 to over 937 days.
- Staff worked with agencies to develop documents that clearly identify costs and benefits and address impact upon businesses and regulated persons. Rules were modified as necessary to address these issues.

**GOAL 3**

**Provide excellent constituent services to legislative offices and all other customers.**

**Overall Goal Status:**  Green Our goal is to respond to calls within 24 hours, and close 95 percent of all calls within 3 business days.

**Comment:** Ongoing.

**Reported Contact Data**

Total Number of Contacts Reported: 10/1/2006 to 9/30/2007: .....1987

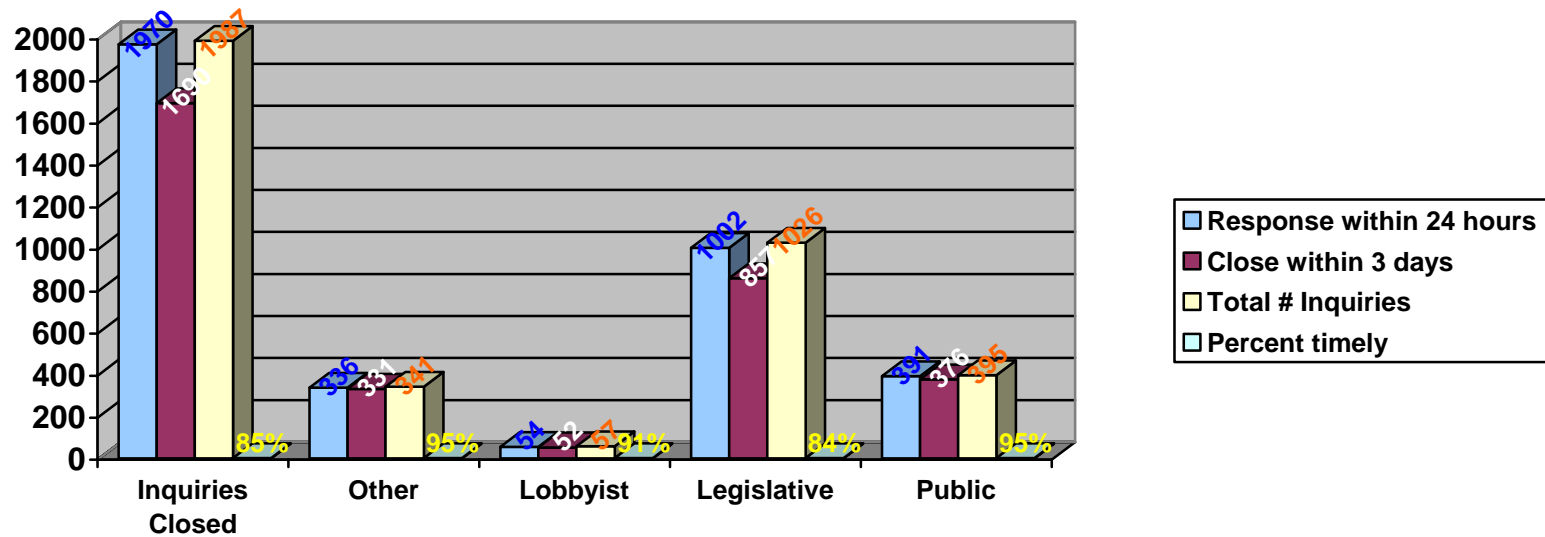
Contacts returned within 24 hours: .....1970 or 99%

Contacts closed out within 3 days: .....1690 or 85%

Some calls take more than 3 days to close out due to wait for outside responses.

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*Legislative/Constituent Performance 2006-2007*



**GOAL 4**

**Develop and administer the State Energy Program.**

**Overall Goal Status:** Green

**Comment:** Ongoing.

In FY 2007 the Energy Office

- Provided 2008 program and budget to the U.S. Department of Energy on schedule; DOE approved plan in September 2007.

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- Filed timely quarterly reports for the current budget.
- Hired 3 student assistants to provide administrative and research support for Biomass, Rebuild Michigan and Residential programs.
- Completed the program evaluation of the Upland Hills Ecological Awareness Center home seminars and tours project in January and presented it to the Center director and Energy Office staff.

**GOAL 5**

**Provide information, financial and technical assistance relating to energy efficiency, renewable energy development to government, non-profit agencies, businesses, and the general public.**

**Overall Goal Status:**  **Green**

**Comment:**

**5.1** Wind Working Group (WWG) meeting in November included review of 2006 developments and discussion for future activities. The January meeting included updates on the 21<sup>st</sup> Century Energy Plan and data collection efforts. The WWG sponsored a Wind Energy & Economic Development Forum on April 24 which attracted over 100 participants. A briefing on the Wyandotte wind project was held on May 17. On August 23, forty-nine attended the WWG sponsored tour of the Harvest Wind Farm. The State Wind Conference on Sept. 10 & 11 attracted 280 to Michigan State U. Meetings and events are held to inform interested parties about opportunities and barriers to the development of wind power in Michigan..

**5.2** Provided PA 122 energy Cost Certification application to DMB for the State Gov't Energy Efficiency Plan, which was sent to the Governor on 3/30/07. Presented process to All Agency Energy Directive/Energy Use Reduction Coordinator Group on 8/30/07.

- Submitted 4 articles for agency employee newsletters on managing energy use in PCs, workspace lighting, elevator use and plug load management.
- Partnered with US Department of Energy and contractors to complete an E85/FFV workshop for state fleet personnel, legislators and others, held 3/21/2007. Seventy-five people attended.
- Assisted DMB in evaluating and selecting bids for two pilot performance contracts.
- Assisted House Office Building staff to plan a formal presentation of the U.S. DOE/EPA Energy Star Label for the media..

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5.3 Energy Office received 43 applications for Community Energy Project grants in September and recommended 21 projects for funding.

5.4 The 2008 Energy Star Home Grant application has been posted on the Energy Office website.

5.5 The Energy Office awarded \$102,172 to 11 public service stations in the Biofuels Infrastructure Grants (BIG) project and then confirmed that each site had the biofuel blend available to the public by 9/30/07. Stations report average use of 2000-3000 gal./mo.

5.6 To support biomass energy technology demonstrations with grants and partnership, the Energy Office

- Awarded 5 grants to technology demonstration grants and feasibility studies in March 2007.
- Awarded 5 grants for bioenergy/biofuels workshop and event sponsorships, and had more than 500 interested persons participate in these events through 9/30/07. One of the grants will support the March 2008 Clean Snowmobile Challenge.
- Completed Interagency Agreement with DNR to demonstrate bioproducts and install biodiesel infrastructure in state parks. The Energy Office contributed \$35,810 in federal SEP funds to these projects.
- Completed grant project to Metro Hospital Foundation to replace petroleum based plastic ware with bio-based products in their cafeteria and evaluate the costs and benefits.

5.7 Awarded a \$5895 grant for teacher training, energy curriculum and K-12 student extracurricular activities to Plymouth-Canton Community Schools.

5.8 Awarded 6 start-up grants to increase support for new Rebuild Michigan community partnerships, and issued 2 grants to support existing partnerships with targeted energy efficiency workshops, seminars & tours for commercial building interests

- Published 4 quarterly issues of Rebuild MI Partner News and hosted several statewide conference calls and regularly updated the Rebuild MI Program website.

5.9 Certified 10 facilities under Green Lodging program to date and continue to use conferences, workshops, newsletters and personal contacts to market the program.

***Processes/Services***

Our processes and services are developed by constantly communicating with our customers and stakeholders.

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**PROGRAM EFFECTIVENESS (Current Year)**

***Program Improvements Made***

- We continue to improve our database for tracking and reporting legislative/constituent issues.
- We are providing cross training and in-house training for new staff in light of continuing budget constraints.

**PROGRAM IMPROVEMENT PLANS FOR FY08**

- The Energy Office will play a key role in connection with Executive Order 42, which created the Michigan Climate Action Council. Several specific responsibilities were identified in the Executive Order for the Energy Office and Jan Patrick was designated by Director Cooley as DLEG Energy Use Reduction Coordinator.

**PROGRAM CHALLENGES FOR FY08**

- The Energy Office has two existing Student Assistant positions that are unfilled. If we are not allowed to fill them, this will diminish our ability to meet our program objectives and serve the public.
- The designation of Jan Patrick as the DLEG Energy Reduction Coordinator pursuant to the Executive Order will be of significant benefit to the department, but it will divert resources away from our grant obligations to the US Department of Energy.
- In OPLA the major challenge is the Access data base that we use to track legislative and other contacts. It is difficult to use, but it is the best that we have. There are no current plans to replace it, but we are always on the lookout for something better. Of course, if we did see something better we'd have to convince DIT to let us buy it.